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Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

LewisU Email: \_\_\_\_\_ Club: \_\_\_\_\_

Destination: \_\_\_\_\_

Departure Date and Time: \_\_\_\_\_

Return Date and Time: \_\_\_\_\_

Student Travel Contact: \_\_\_\_\_ Cell: \_\_\_\_\_

Discussed with SRFW staff Travel Plan (destination & date(s), cost of tournament/event, transportation method and costs, lodging needs and cost, provided list of who is travelling {on back of sheet})

- SRFW Staff signature:
- Date:

Discussed with SRFW what to do in case of emergency

- SRFW Staff signature:
- Date:

Travelling by:

- Personal vehicles
- Van rental
- Travelling by other: \_\_\_\_\_

Approved Drivers

- Name and LewisU ID: \_\_\_\_\_
- Name and LewisU ID: \_\_\_\_\_

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IF REQUIRED: Submitted payment for tournament/event

- Location: \_\_\_\_\_
- Amount: \_\_\_\_\_

IF REQUESTING RENTALS

- Number of Vans: \_\_\_\_\_
- Amount: \_\_\_\_\_

IF REQUESTING LODGING

- Hotel location: \_\_\_\_\_
- Confirmation Code: \_\_\_\_\_
- Amount: \_\_\_\_\_

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